



## Trustees' annual report (including Directors' report) for the period

**From:** 1 August 2024

**To:** 31 July 2025

**Charity name:** Tanbridge House School Fund

**Charity registration number:** 1108324

### Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils of Tanbridge House School (hereinafter called 'the school') by providing or assisting in the provision of educational, recreational and other charitable facilities in augmentation of such facilities financed by the local education authority or the department for education and employment (DFEE). In furtherance of this object but not further or otherwise the trustees may undertake activities which promote the charitable work of the school and further the education and advancement in life of the pupils
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Supporting the education of Tanbridge House School students. Also undertake the Duke of Edinburgh Award Scheme.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the Charity Commission's guidance on public benefit.

### Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"><li>• Running educational visits to complement the curriculum</li><li>• Subsidies for school uniform granted to those families with financial difficulties</li><li>• Financial assistance towards running of school minibus</li><li>• Charitable donations to many organisations through student fund raising</li><li>• Fundraising for local hospice</li><li>• Enhance enrichment activities</li><li>• Continuation of reward scheme for students</li><li>• Entering annual Dance Shows</li><li>• Running of annual school production</li></ul>
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## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Our main source of income is parental donations
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold cash reserves (unrestricted funds) which is held in high interest account adding to funds
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Increased financial pressures on parents

## Structure, governance and management

Description of charity's trusts:		
Type of governing document:	Para 1.25	Declaration of Trust dated 8 February 2005
How is the charity constituted?	Para 1.25	Charitable Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by Governors Resources Committee

## Reference and administrative details

Charity name	Tanbridge House School Fund
Other name the charity uses	n/a
Registered charity number	1108324
Charity's principal address	Farthings Hill, Guildford Road, Horsham, West Sussex, RH12 1SR

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mark Sheridan	Chair		Governing Body
2	Celia Hurren			Governing Body
3	Ronny Harrison			Governing Body

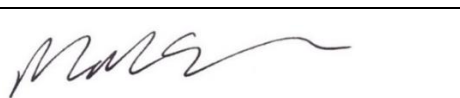
## Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)



Full name(s)

Mr Mark Sheridan

Position

Chair

Date

19 May 2026

Account Summary for the Period: 01/08/2024 to 31/07/2025

Section 1

Income		Expenditure	
Admin Fee Coll A/C	883.67	Admin Fee Coll A/C	5,156.73
Alternative Provision	10,000.00	Alternative Provision	0.00
An Inspector Calls Books	928.44	An Inspector Calls Books	1,786.05
An Inspector Calls Books	1,465.96	An Inspector Calls Books	0.00
"An Inspector Calls" Chichester Theatre	2,459.26	"An Inspector Calls" Chichester Theatre	6,287.50
Arras Christmas Market Residential Trip	23,531.19	Arras Christmas Market Residential Trip	24,400.00
Art Annual Payment	1,191.50	Art Annual Payment	1,191.50
Art Pack	1,234.84	Art Pack	1,234.84
Baitul Futuh Mosque Trip	965.04	Baitul Futuh Mosque Trip	940.00
Barcelona Residential Trip	30,184.41	Barcelona Residential Trip	27,976.00
Berlin Residential Trip	42,489.83	Berlin Residential Trip	41,400.00
Carnegie Awards Ceremony	143.86	Carnegie Awards Ceremony	117.95
"Cat & The Canary" Theatre Trip	896.11	"Cat & The Canary" Theatre Trip	1,095.00
Charity Holding Account to Pay Money In Before Raising Cheque	7,750.97	Charity Holding Account to Pay Money In Before Raising Cheque	1,883.29
Christmas Concert	1,364.01	Christmas Concert	0.00
Dance Department	1,490.62	Dance Department	778.67
Dance Live!	3,736.12	Dance Live!	3,452.27
Dance Live Hoodies/T-Shirts	1,102.56	Dance Live Hoodies/T-Shirts	1,037.02
<b>Total Income</b>	<b>300,609.25</b>	<b>Total Expenditure</b>	<b>339,430.68</b>
<b>Excess of Expenditure over Income</b>	<b>38,821.43</b>	<b>Excess of Income over Expenditure</b>	<b>0.00</b>

Income		Expenditure	
Deficit/Surplus trips	0.00	Deficit/Surplus trips	1,241.22
Donations	6,863.12	Donations	747.74
Duke of Edinburgh	5,517.74	Duke of Edinburgh	5,413.54
Ebony Scrooge Zonation	953.20	Ebony Scrooge Zonation	0.00
Events - SLI	100.00	Events - SLI	0.00
Food Tech Revision Guide	144.59	Food Tech Revision Guide	0.00
French & German Theatre Performances	1,359.01	French & German Theatre Performances	1,178.09
GCSE English Literature Set Texts	3,773.22	GCSE English Literature Set Texts	3,257.31
Geography Fieldwork Trip	1,890.65	Geography Fieldwork Trip	1,600.00
Ghost Boys Book	2,590.84	Ghost Boys Book	1,368.49
Ghost Theatre Trip	1,666.14	Ghost Theatre Trip	1,416.54
Glyndebourne Opera House	0.00	Glyndebourne Opera House	535.00
Hampton Court Palace	6,917.69	Hampton Court Palace	6,614.29
History Revision Guides	3,262.12	History Revision Guides	3,207.92
Horsham Dance Festival	0.00	Horsham Dance Festival	142.80
Horsham Golf Club Visit	456.68	Horsham Golf Club Visit	450.00
IT Deposit Account	196.78	IT Deposit Account	0.32
IT Revision Guides	157.16	IT Revision Guides	157.16
Jekyll & Hyde Theatre Trip	2,215.58	Jekyll & Hyde Theatre Trip	2,040.00
Library Fund from Florence Walton	0.00	Library Fund from Florence Walton	205.00
Locker Keys	2,297.83	Locker Keys	659.12
London Dungeons	0.00	London Dungeons	2,760.00
Lord of the Flies Theatre Trip	1,896.54	Lord of the Flies Theatre Trip	878.37
Lord Sterling Fund for SPNEEDS	0.00	Lord Sterling Fund for SPNEEDS	7,333.05
Maths Revision Guides	1,433.66	Maths Revision Guides	1,438.78
Medmerry	3,596.70	Medmerry	5,051.50
MFL Vocab Revision Books	193.06	MFL Vocab Revision Books	185.00
Motor Vehicles	150.00	Motor Vehicles	1,634.51
Movement of Monies from Savings into Lloyds for School Use	0.00	Movement of Monies from Savings into Lloyds for School Use	25,000.00
<b>Total Income</b>	<b>300,609.25</b>	<b>Total Expenditure</b>	<b>339,430.68</b>
<b>Excess of Expenditure over Income</b>	<b>38,821.43</b>	<b>Excess of Income over Expenditure</b>	<b>0.00</b>



Income		Expenditure	
Music Department	532.50	Music Department	532.50
Normandy Residential Trip	3,346.34	Normandy Residential Trip	1,800.00
PE Revision Guides	1,103.89	PE Revision Guides	140.92
Performing Arts T-Shirts	689.30	Performing Arts T-Shirts	681.35
Rampion Offshore Wind Visitor Centre	444.14	Rampion Offshore Wind Visitor Centre	499.00
Readathon	212.08	Readathon	212.08
Religious Studies Revision Guide	213.44	Religious Studies Revision Guide	213.44
School Production	13,225.13	School Production	9,087.17
School Prom	10,787.05	School Prom	11,743.50
Science Museum	7,441.48	Science Museum	7,394.00
Science Revision Guides	1,754.50	Science Revision Guides	3,289.35
Science Show - Energy LIVE!	527.42	Science Show - Energy LIVE!	5.00
SF Account Balance	5,120.40	SF Account Balance	26,806.93
Ski Trip	25,617.08	Ski Trip	48,717.60
Spring Concert	1,574.19	Spring Concert	5.08
Staff Socials	632.91	Staff Socials	498.09
STEAM Day	0.00	STEAM Day	2,136.00
STEM Centre Trip	88.63	STEM Centre Trip	0.00
Summer Concert	451.17	Summer Concert	293.47
Summer School	309.00	Summer School	0.00
Theatre Tour Performing Arts Scholars	869.00	Theatre Tour Performing Arts Scholars	884.45
Twickenham Stadium Tour	482.52	Twickenham Stadium Tour	454.81
Warner Bros Studios	11,504.68	Warner Bros Studios	5,039.08
Weald & Downland Museum	3,265.33	Weald & Downland Museum	3,326.36
Westminster Abbey & Cathedral	2,387.77	Westminster Abbey & Cathedral	1,144.67
Work Experience Year 10	3,237.45	Work Experience Year 10	6.32
Year 11 Yearbook	1,359.29	Year 11 Yearbook	1,255.00
Year 7 Activity Day	8,363.60	Year 7 Activity Day	5,420.00
Ypres	15,618.26	Ypres	14,591.94
<b>Total Income</b>	<b>300,609.25</b>	<b>Total Expenditure</b>	<b>339,430.68</b>
<b>Excess of Expenditure over Income</b>	<b>38,821.43</b>	<b>Excess of Income over Expenditure</b>	<b>0.00</b>

## Section 2

Balance b/f 01/08/2024		Balance c/f 31/07/2025	
Cash	0.00	Cash	✓ 1,178.82
Cheques in Hand	0.00	Cheques in Hand	✓ 10.00
Unsettled ePayments	0.00	Unsettled ePayments	0.00
School Fund - Current	agreed ✓ 87,224.18	School Fund - Current	± 47,213.93
<b>Total</b>	<b>87,224.18</b>	<b>Total</b>	<b>48,402.75</b>
agreed Barclays Bank Statements (dated 4/8/25 - £1,000 and 1/8/25 £46,530.92 - £47,153.29) less Unpresented Cheques (316.36) = £47,213.93			
Income		Expenditure	
		10872 1/10/25	
Movement in Period	0.00	Movement in Period	38,821.43

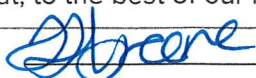
## Section 3

Amount owing to the Fund at Period End		Amount owed by the Fund at Period End	
005213	/ 10.00	108742	✓ 109.86
		108739	✓ 20.50
		108735	✓ 186.00
Amount received in advance for a committed expense		Valuation at cost price of Stock in Hand at period end	
<b>Total</b>	<b>10.00</b>	<b>Total</b>	<b>316.36</b>

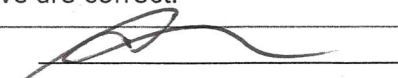
## Section 4

We certify that, to the best of our knowledge, the accounts shown above are correct.

Treasurer



Headteacher



Date

21-11-25

Date

21-11-25

## Section 5

Audit Certificate

We have <sup>Examined</sup> audited the accounts of the above Fund in accordance with

WSCC (guidelines). In my/our opinion, there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs at and its assets at that date were sufficient to meet all the liabilities of the Fund in full.

Signature of Auditor Examiner

[Signature]

Date

1/10/2025

Financial Qualification/Experience

SBM

Section 6

I can confirm that I am familiar with the contents of the WSCC Guidelines and that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund(s).

Chair of Governors

Rhoda Halton

Date

21.11.25



Independent Examiner's Report to the Governing Body of Tanbridge House School

I report on the accounts of the Tanbridge House School Fund for the year ending 31<sup>st</sup> July 2025 with an end of year balance of £47,213.93

**Basis of Independent examiner's report:**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by Tanbridge House School and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from school staff or Governors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement:**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with the accounting records have not been met;

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  .....

BECT School Business Manager

Nemi Fisher  
7 Corfe Close  
Southwater  
West Sussex  
RH13 9XL

Dated ... 1<sup>st</sup> October 2025 .....



Nemi Fisher  
7 Corfe Close  
SOUTHWATER  
West Sussex  
RH13 9XL

26 August 2025

The Trustees  
Tanbridge House School Fund  
(Registered Charity No. 1108324)  
Farthings Hill  
Guildford Road  
HORSHAM  
West Sussex  
RH12 1SR

Dear Sirs

**Financial Year to 31 July 2025**

This letter is sent to you in order to complete two aspects of the requirements associated with the 'independent examination' of the Income and Expenditure Account of the School Fund for the year 31 July 2025, as required by the Charities Act (Accounts and Reports) Regulations of 1995 and 2000.

**Part 1 – Appointment of Independent Examiner**

I confirm by my signature below that I have accepted the appointment as independent examiner of the Income and Expenditure Account of the School Fund for the year to 31 July 2025 and by your signature(s) below you reaffirm my appointment.

**Part 2 – Exceptional, Unusual and Subsequent Events**

By your signature below you confirm that, during the year to 31 July 2025, there have been no unusual or exceptional events that are not already fully reflected in the Income and Expenditure Account supplied by me; nor are there any exceptional events, receipts, payments or liabilities incurred after 31 July 2025 which would affect the viability of the School Fund.

Should there be any items under Part 2 above that ought to be brought to my attention as independent examiner, please supply these to me in writing.

Otherwise, please arrange for a representative of the School Fund Trustees to sign and return the confirmations below.

Yours faithfully



Nemi Fisher

Confirmation of Part 1 above

Confirmation of Part 2 above

Signature: J. Greene Name: JILL RIESE-GREENE Date: 17-10-2025